

**DETERMINATION AND FINDINGS
FOR
A SOLE SOURCE PROCUREMENT**

Requisition Number: RK101784

Caption: Certificate of Title

Proposed Contractor: Proforma DocuCom Services

Program Agency: DC Department of Motor Vehicles

FINDINGS

1. AUTHORIZATION:

D. C. Official Code § 2-354.04, 27 DCMR §1304, §1700 and §1701.

2. MINIMUM NEED:

The District of Columbia Government (District), Office of Contracting and Procurement (OCP) on behalf of the Department of Motor Vehicles (DMV) has a need for a contractor to develop a document that incorporates the latest security features intended to prevent the reproduction of fraudulent D. C. vehicle titles.

ESTIMATED REASONABLE PRICE:

The estimated fair and reasonable price is \$33, 840.00 for 100 Titles.

3. FACTS THAT JUSTIFY A SOLE SOURCE PROCUREMENT:

A motor vehicle title is the single most important document to prove ownership of a motor vehicle. Fraudulent titles are a significant issue for motor vehicle and law enforcement agencies through the country. The DMV redesigned the D. C. Title documents in order to deter the fraudulent reproduction of D. C. Titles. The redesigned titles were a result of work with other jurisdictions and the American Association of Motor Vehicle

Administrators (AAMVA) to develop a document that incorporates the latest security features intended to prevent the reproduction of fraudulent titles using computers, scanners, copiers or other technology. Some of the security features are embedded in the paper on which the titles are printed, while others are included in the document as a part of the printing process.

Following the redesign of the D. C. vehicle title, the DMV procured titles from Proforma DocuCom Services meeting the proposed design specifications. Many of the design features are proprietary to Proforma or its suppliers including:

- A twenty-five pound white security paper with toner grips, embedded watermarks and security fibers that are only license to Proforma DocuCom through the Appleton Paper Company;
- An anti-copy background that is created utilizing micro-print alpha-numeric structures to produce an encrypted algorithm which cannot be digitally replicated; and
- A custom formulated thermo-chromic ink that is tagged with a molecular code that is unique to the manufacture.

The title design has been shared with local law enforcement agencies and the motor vehicle agencies of other states. The law enforcement agencies and the motor vehicle agencies have been educated on the security features contained within the title. In order to avoid compromising the security of the title design, these features must remain consistent so that there is no chance of alternative designs being accepted as valid D. C. vehicle titles.

4. CERTIFICATION BY AGENCY HEAD:

I hereby certify that the above findings are true, correct and complete.

Date

Lucinda Babers
Director, Department of Motor Vehicles

5. CERTIFICATION BY THE CONTRACTING OFFICER:

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the notice of intent to award a sole source contract was published in accordance with 27 DCMR 1304 and that [no response was received] [the response received was rejected because _____]. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

Date

Yvette Henry
Contracting Officer

DETERMINATION

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive solicitation process under either Section 402 or 403 of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code § 2-354.02 or 2-354.03). Accordingly, I determine that the District is justified in using the sole source method of procurement.

Date

George A. Shutter
Director of Procurement
Office of Contracting and Procurement